

# COUNTY OF YORK

## MEMORANDUM

**DATE:** April 22, 2003 (BOS Mtg. 5/6/03)

**TO:** York County Board of Supervisors

**FROM:** James O. McReynolds, County Administrator

**SUBJECT:** Virginia Cooperative Extension/ Annual Memorandum of Understanding

As the Board may recall, the County has a Memorandum of Understanding with the Virginia Cooperative Extension that provides for the operation of the York County Unit. The County has an established procedure wherein this Agreement is reviewed annually. The Board considers the financial contribution to Extension during the regular budget cycle. Decisions made at that time are reflected in the text of the Agreement and substantially define the nature of services to be provided during the upcoming fiscal year. Funding in the amount of \$90,570 was approved for FY2004. In addition, office space is provided as an in-kind contribution.

The agreement provides for some support costs and cost sharing for five positions as follows:

York County Virginia Cooperative Extension				
		Cost Sharing		
Position Title	#	State	Federal	Local
Agricultural Agent (Also serves as Unit Coordinator)	1	33.33%	33.33%	33.33%
Family and Consumer Science Agent	1	33.33%	33.33%	33.33%
4H Youth Development Agent	1	33.33%	33.33%	33.33%
SCNEP Technician	1	-0-	50%	50%
Secretary	1	100%	-0-	-0-
<b>Staff Positions = 5</b>				

The annual service plan is developed jointly by the County's Community Services Director and the Extension Unit Coordinator. The objective is to fully integrate the Extension Unit into a continuum of comprehensive services available to County citizens. Coordination continues throughout the year and is reflected in joint projects, staff meeting participation and other forms of regular interaction. This planning and implementation process prevents duplication of effort and assures that Extension activities extend and enhance County programs.

### **Recommendation**

The County's Virginia Cooperative Extension Unit offers activities that benefit York's citizens. These activities enhance and extend rather than duplicate County programs. The County's investment of space and \$90,570 is a relatively small portion of the overall budget for operating the Extension programs. Further, in addition to the direct services, this cooperative funding arrangement allows access to a broader network of technical information and resources available through Virginia's Land Grant University System both Virginia Polytechnic Institute and State University and Virginia State University.

I recommend the adoption of Resolution R03-81.

Smith/4111

#### **Attachments**

- ? Proposed Memorandum of Understanding
- ? Proposed Resolution R03-81